

Sovereign Lake Nordic Club
Board of Directors Meeting
December 20th, 2023 (Virtual)

MINUTES



Meeting chaired by Cyndy Flores

Call to order: 6:31pm

Present: Cyndy Flores, Alex Klein, Dianna Embleton, Leif Lennie, Taschi Klaschka, Tara Fulop, Marshall Moleschi, Dave Dennier, Sue Cairns, Wendy Shannon, Bill Miller

Guests: Marcus Boyle, Malcolm Devine

1. Approval of Agenda

The agenda was approved without modification.

2. Approval of Minutes of December 20th, 2023

The December 20th board monthly meeting minutes were approved without modification.

3. Lodge Renewal Update

Malcom updated the board on progress from the lodge renewal committee which included fundraising possibilities, including the ability to donate to the project through Nordiq Canada and receive a tax receipt.

4. Events Committee

Marcus presented the success of hosting the Canadian Continental Cup the first weekend of December. Marcus expressed the need for support in retaining and recruiting chiefs of competition. It was also discussed the events committee is short on a chief of competition, race secretary and chief of timing.

It was also discussed SLNC is thin on higher level officials required to host a sanctioned event, particularly Chief of Competition, Race Secretary and Chief of Timing. Without these positions secured SLNC is unable to host larger events. These sanctioned events, particularly the early season event, are key to SLNCs budget.

The events committee would appreciate having their own budget in place so they are able to replace/buy new timing equipment and pay for volunteers to do training courses. It was asked what volunteers have to pay on their own and Marcus cited an example that for biathlon races the biathlon

volunteers pay 10\$ each to Biathlon Canada. After more discussion the budget will be submitted to the board to review in the January meeting.

5. Old Business

#	Action	Current Status
2023-09.1	Finance committee to table a motion with recommendation on the future of issuing passes for dogs.	Deferred until March 2024 meeting
2023-11.1	Dave to send AGM minutes to board members to review and comment.	Complete.
2023-11.2	All board members to review and provide any comments to Dave on draft minutes by December 12.	Complete.
2023-11.3	Dave to send Oath of Confidentiality to board members for completion.	Complete.
2023-11.4	All board members to send signed Oath of Confidentiality to Dave (December 12).	Complete.
2023-11.5	Wendy to revise programs mini- strategic plan and issue to the board by December 12 (whereupon the board will seek approval of the document by email).	Pending.
2023-11.6	Wendy to update link to Harassment Policy on SLNC website to reflect that approval is no longer pending.	Complete.
2023-11.7	Governance committee to (a) update Policy manual, and (b) review governance structure for suitability to move to governance board model.	Pending.

6. Finance Committee

The financial report was showing signs of significant budget deficits for the 2023/2024 year for SLNC. Both overall revenue for the different program categories, as well enrollment in certain program categories, have decreased. With the limited snow in the early season, the revenue was lower than expected. Furthermore, some of expenses were higher than budgeted for at the same time as revenue was lower than expected. All together, it is vital to make some changes to minimize the net loss for the second year in a row.

Recommendations from the finance committee include a hiring freeze, a stricter policy for operational and program spending (no exceeding of budget under any circumstances), deferring any capital expenditures (not committed to or essential to operations) for the next 12 months, putting emphasis

on meeting budgets for grants, donations, and sponsorships etc., and for GM to consider various options for reducing expenditures.

It was discussed that what this means in the long run is that with a negative budget, SLNC would be unable to deposit money into the Capital fund. We are, however, a not-for-profit Club and there will be up and down years. The important thing is to quickly recognize and take measures to minimize budget overspends and under revenue situations and plan future budgets accordingly.

Alex expressed the finance committee did not have time to review dog passes and the topic will be deferred to the March board meeting.

7. GM Update

Wendy covered updates from the past month with the board. More specifically expressed the need to build on events. Furthermore, it was brought up that Nature's Fare offers 3% of all sales to Sovereign Lake Nordic Club if receipts of purchase are brought to the lodge.

8. Strat Plan update

For the strategic plan, sharing more information through the website was discussed. Tara was named as chair to an events task force, and Wendy named chair of communications task force.

A table was presented that mapped the thirteen strategic plan priorities to the board committees and task forces. The board added the name of chairs of these committees and task forces to the table.

Dave recounted how the strategic plan committed the board to share its plans and progress against the strategic priorities on the SLNC website, and provided an overview of the planned updates to the SLNC website to support this commitment.

9. Paved trail update

The Task Force has created a conceptual development and operating plan for the paved trail. The plan captures all the past discussions on the paved trail (including preliminary routing), lays out how the trail is expected to operate, and provides a description of how the development of the trail is expected to proceed. The plan is intended to be a working document; it provides answers to some questions from BC Parks but is expected to be updated through discussions with BC Parks as an agreement on design and operations is finalized. There is no cost estimate available at this time as the final route, trail dimensions, and required amenities have not been finalized. The next steps include detailed discussions with BC Parks regarding the plan, and more detailed design of the trail.

10. Adjournment

Meeting finished at 8:42 p.m.